

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES

Michael S. Thiessen, President
Shakana L. Kirksey-Miller, Trustee
Jessica A. Doherty, Trustee
Carol A. McGowan, Trustee

William H. Green, Trustee
William F. Brockob, Trustee
Nicholas H. Caprio, Trustee

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Minutes of the Special Meeting of the Board of Trustees of the Lyons Township School Treasurer's Office January 31, 2023– 6:00 P.M.

	In Attendance	Absent
Mr. Michael S. Thiessen	<u>X</u>	<u> </u>
Ms. Shakana L. Kirksey-Miller	<u>X</u>	<u> </u>
Ms. Jessica A. Doherty	<u>X</u>	<u> </u>

Staff Members Present

Mr. Kenneth T. Getty, Treasurer
Ms. Brigid Murphy, Director of Finance and Operations

Other Guests Present

Ms. Katie Ngo, Attorney for LTTO
Ms. Betsy Allen, LTTO Auditor, Miller Cooper & Co., Ltd
Mr. Steven Landek, Mayor, Village of Bridgeview
Ms. Carol A. McGowan, Summit Resident
Mr. Nicholas Caprio, Bridgeview Resident
Ms. Christine Caprio, Bridgeview Resident
Ms. Kathleen Rosenbeck, Indian Head Park Resident
Mr. William Brockob, Pleasantdale School District 107 Board Member
Ms. Cynthia Schilsky, LaGrange Area League of Women Voters
Ms. Kathleen Graffam, LaGrange Area League of Women Voters
Honorable Nicholas A. Kantas, Cook County Circuit Court Judge

Call to Order & Roll Call

President Thiessen called the meeting to order at 6:01 P.M.

Pledge of Allegiance

Public Comments - None

Review/Approval of Minutes

Trustee Kirksey-Miller made a Motion to approve the December 20, 2022, Open Session Meeting Minutes. **Trustee Doherty seconded the motion.**

Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Review/Approval of Payables List

President Thiessen made a motion to approve the January 31, 2023, payables in the amount of \$22,134.88 as presented. **Trustee Kirksey-Miller seconded the motion.**

Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Motion to suspend the Meeting for the purpose of entering Closed Session

A motion was made by Trustee Doherty at 6:08 P.M. to enter closed session under:

- ***Illinois Open Meetings Act, (5 ILCS 120/2 (c)(3),*** “The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.”

The motion was seconded by Trustee Kirksey-Miller.

Roll Call: Ayes: Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Special Meeting reconvened following Closed Session

A motion was made by Trustee Kirksey-Miller to adjourn Closed Session at 6:37 P.M. and resume the Special Meeting of January 31, 2023. President Thiessen seconded the motion.

Roll Call: Ayes: Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Motion to Appoint a Trustee Member of Schools to fill the Trustee vacancy until the April 4, 2023, Consolidated Election

Trustee Kirksey-Miller made a motion to appoint Carol A. McGowan to fill the current Trustee vacancy. Trustee Doherty seconded the motion.

Roll Call: Ayes: Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Mr. William H. Green joined the meeting in person at 7:00 p.m.

Motion to Appoint the North Lyons Township Trustee Member of Schools to fill the vacancy selected by the Board of Education Members of Western Springs School District 101, LaGrange School District 102, Lyons School District 103, LaGrange School District 105, LaGrange Highlands School District 106, and Pleasantdale School District 107 until December 31, 2023.

A motion was made by President Thiessen to accept the appointment of William F. Brockob to fill the North Trustee vacancy until 12/31/2023. The motion was seconded by Trustee Kirksey-Miller.

Roll Call: Ayes: Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Motion to Appoint the South Lyons Township Trustee Member of Schools to fill the vacancy selected by the Board of Education Members of Summit School District 104, Willow Spring School District 108, Indian Springs School District 109, and Argo Community High School District 217 until December 31, 2023.

A motion was made by President Thiessen to accept the appointment of Nicholas H. Caprio to fill the Trustee vacancy until 12/31/2023. Trustee Doherty seconded the motion.

Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Motion to Appoint a School Board President Trustee Member of Schools to fill the vacancy selected by the Board of Education Presidents of Western Springs School District 101, LaGrange School District 102, Lyons School District 103, Summit School District 104, LaGrange School District 105, LaGrange Highlands School District 106, and Pleasantdale School District 107 Willow Spring School District 108, Indian Springs School District 109, and Argo Community High School District 217 until December 31, 2023

A motion was made by President Thiessen to accept the appointment of William H. Green, President of the Board of Summit School District 104 to fill the Trustee vacancy until 12/31/2023. **The motion was seconded by Trustee Kirksey-Miller.**

Roll Call: **Ayes:** Thiessen, Kirksey-Miller & Doherty
 Nays: None
 Absent: None

Motion carried.

Administer Oath of Office for Elected Member of the Trustees of Schools

The Oath of Office for the appointment of Carol A. McGowan, William F. Brockob, Nicholas H. Caprio, and William H. Green was administered by the honorable Judge Nicholas A. Kantas.

FY2022 Audit Presentation – Miller Cooper & Co.

Ms. Betsy Allen, Partner at Miller Cooper & Co., Ltd presented the LTTO's FY22 audit report.

Accept the FY22 Lyons Township School Treasurer's Audit

Trustee Caprio made a motion to accept the FY22 LTTO audit report. **Trustee Kirksey-Miller seconded the motion.**

Roll Call: **Ayes:** Thiessen, Kirksey-Miller, Doherty, McGowan, Caprio, Brockob & Green
 Nays: None
 Absent: None

Motion carried.

Treasurer's Report

Treasurer Getty reported that since the first of the month LTTO staff had completed issuing and filing W2s, 1099s and ACAs on behalf of member districts. He also gave the Trustees an update on the status of FY22 member district Audits and AFR filings.

Review the Lyons Township Treasurer's Financial Reports – this agenda item was postponed until the next Board meeting.

Review/Approval of Review School Districts Official Records

Trustee Kirksey-Miller made a motion to accept the November 2022 member district official financial records as presented. **Trustee Doherty seconded the motion.**

Roll Call: **Ayes:** Thiessen, Kirksey-Miller, Doherty, McGowan, Caprio, Brockob & Green
 Nays: None
 Absent: None

Motion carried.

NEW BUSINESS:

Quarterly Investment Report – December 31, 2022

Treasurer Getty presented the second quarter 2023 investment report. In summary, the LTTO's total investment portfolio continues to outperform its benchmark (Bank of America Merrill Lynch 1-10 Year Treasury & Agency Index) with 26.65% higher returns (LTTO: 1.038% vs. BOA ML 1-10 Index: 0.820%) in the second quarter of FY2023.

Semi-Annual Review of Closed Session Minutes

Trustee Green made a motion to table this discussion until a future Board meeting. **Trustee Kirksey-Miller seconded the motion.**

Roll Call: **Ayes:** Thiessen, Kirksey-Miller, Doherty, McGowan, Caprio, Brockob & Green
 Nays: None
 Absent: None

Motion carried.

FY2023 Board of School Trustees Future Meeting Dates

Trustee Kirksey-Miller made a motion to schedule the following futures meetings. **Seconded by Trustee Doherty:**

- February 21, 2023, at 6:00 p.m.
- March 21, 2023, at 6:00 p.m.
- April 25, 2023, at 6:00 p.m.
- May 23, 2023, at 6:00 p.m.

Roll Call: **Ayes:** Thiessen, Kirksey-Miller, Doherty, McGowan, Caprio, Brockob & Green
 Nays: None
 Absent: None

Motion carried.

OLD BUSINESS:

Pro-Rata Receivables - FY2021

Treasurer Getty reported that all FY2021 pro-rata billing has been collected.

Cook County Property Tax Collection Delay – FY2023

Treasurer Getty reported the amount received from Cook County for each district. He also commended the Cook County Treasurer for aggressively distributing property taxes that were collected in December 2022.

Trustee Caprio made a motion at 8:20 P.M. to suspend the Board Meeting for the purpose of entering Closed Session. President Thiessen seconded the motion.

- *Illinois Open Meetings Act, (5 ILCS 120/2 (c)(1)*, “Discussion on the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body.”
- *Illinois Open Meetings Act, (5 ILCS 120/2 (c)(11)*, “Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.”
- *Illinois Open Meetings Act, (5 ILCS 120/2(c)(21)*, “Discussion of minutes of meetings lawfully closed under this Act, whether for the purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.”

Roll Call: **Ayes:** Thiessen, Kirksey-Miller, Doherty, McGowan, Caprio, Brockob & Green
 Nays: None

Absent: None

Motion carried.

Special Meeting reconvened following Closed Session

President Thiessen made a motion to reconvene the open session at 8:48 p.m. Trustee Kirksey-Miller seconded the motion.

Roll Call: **Ayes:** Thiessen, Kirksey-Miller, Doherty, McGowan, Caprio, Brockob & Green
 Nays: None
 Absent: None

Motion carried.

Action as a result of Closed Session - None

Adjournment

A motion was made by President Thiessen to adjourn the Special Meeting of the Board of Trustees at 8:49 P.M.; Seconded by Trustee Kirksey-Miller.

Roll Call: **Ayes:** Thiessen, Kirksey-Miller, Doherty, McGowan, Caprio, Brockob & Green
 Nays: None
 Absent: None

Motion carried.

Minutes Approved by:

***Minutes have been approved at the 02/21/2022 Meeting and will be signed at the next LTTO Board Meeting

President Michael S. Thiessen

Trustee Shakana L. Kirksey-Miller

Trustee Jessica A. Doherty

Trustee Carol A. McGowan

Trustee William H. Green

Trustee William F. Brockob

Trustee Nicholas H. Caprio

Date: 02/21/2023